

JOB OPPORTUNITY BULLETIN

LEGISLATIVE COUNSEL BUREAU LEGISLATIVE DATA CENTER



POSITION: INFORMATION TECHNOLOGY SPECIALIST III (5DP010) (EQUIVALENT TO: SYSTEMS SOFTWARE SPECIALIST III (TECHNICAL))

JOB LOCATION: SACRAMENTO, CALIFORNIA
FINAL FILING DATE: APRIL 15, 2005

SALARY: \$5,713 - \$6,945

DUTIES AND RESPONSIBILITIES: The Infrastructure Services Branch (ISB) is responsible for all technology services in support of the Legislature's business. These services are extremely critical to all Legislative services delivered by the Legislative Data Center. The Enterprise Technology Deployment Manager (ETDM) serves as project manager, lead consultant, and operations architect on technology deployment strategies, planning, and execution. This responsibility includes development and management of enterprise systems management and deploying an infrastructure configuration management solution across all technology platforms.

The ETDM is also responsible for managing enterprise technology services delivery for major projects. These projects affect mission-critical applications and systems of high to extreme risk, where the consequence of failure could have a high to extreme impact on the business success of the Legislature and the Data Center.

The ETDM is expected to develop and recommend policies, standards, and procedures; conduct technology research and procurement; and promote and demonstrate the strategies and values of the organization. The manager will consult with high-level executives in the Legislature, other customers, LCB/LDC, and in the business community.

The LDC support environment is most complex with statewide Wide Area, Local Area, and Wireless Networks spanning California; hundreds of UNIX and Wintel servers, a Z/OS mainframe, thousands of PC's and wireless devices; sophisticated storage management systems; and a 24x7 year-round support center.

WHO MAY APPLY: Applicants need not be a current or former State employee nor be on a State exam list to apply, but need to meet the Minimum Qualifications listed below. Candidates do not have to be on a State list in order to apply. LDC may use this selection process for up to one year to fill other vacancies, where job-related knowledge, skills, abilities and behaviors are the same or substantially similar to this advertised position. Applications will be screened and interviews scheduled for those candidates possessing the best qualifications and experience. Subject to SROA/Surplus.

HOW TO APPLY: Submit a standard state application and a resume to the Legislative Counsel Bureau Personnel Office, Attn: L. Snow, 925 L Street, Suite 900, Sacramento CA, 95814. Applications must be received in the Personnel Office by 5:00 p.m., Friday, April 15, 2005, or be postmarked by this date. Please include 5DP010 after the position title on your application and note how you heard about this position. Technical questions may be directed to Faye Miyagi at (916) 341-8650. Questions regarding how to apply may be directed to Personnel at (916) 341-8330.

MINIMUM QUALIFICATIONS: A minimum of seven (7) years of experience as an IT professional with experience in enterprise systems, data center operations, infrastructure technology deployment, networks, application development, and systems design, three (3) years of which shall have been in a project management capacity on major IT projects with complex deployment challenges, and three (3) years of which shall have been as a team lead and/or a manager of IT professionals. Must have a 4-year or higher college degree, preferably in Computer Science, Engineering, Management Information Systems, or Business. Excellent oral and written communication skills, including writing formal technology reports and making effective presentations to executives, management, staff, customers, and contractors. Demonstrated experience leading and/or managing multi-disciplined IT teams and customers. Demonstrated knowledge of project management tools and techniques.

DESIRABLE QUALIFICATIONS: Knowledge of the Legislative environment and the related business processes. Knowledge of the LDC's customers' business and information technology needs to determine how the strategic architecture of the Data Center can be utilized to service their needs.

SELECTION INFORMATION:

The Legislative Counsel Bureau is an equal opportunity employer to all regardless of race, color, creed, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

OTHER RELATED INFORMATION

The Legislative Counsel Bureau reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

At the conclusion of a selection process, the LCB reserves the right to establish a pool of eligibles comprised of the most qualified candidates who competed in the process. This pool may be used to fill subsequent vacancies which require substantially similar knowledge, skills, abilities and behaviors. Such pools can be used for a period not to exceed one year from the final filing date of the original selection process.

Applications are available at State Personnel Board Offices, local offices of the Employment Development Department and the Legislative Counsel Bureau Personnel Office. The application form (Std. 678) is also available in several formats on the State Personnel Board's website at: <http://www.spb.ca.gov/employment>

THIS IS A COMPETITIVE PROCESS. If you meet the minimum qualifications stated on this bulletin, you may file for this position. Possession of these qualifications does not guarantee inclusion in the selection process. Your performance in the selection process will be compared with the performance of all others who participate in this process, and does not guarantee an appointment to the position.

Interview Scope: If an interview is conducted, in addition to the minimum and desirable qualifications described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of experience. Evaluation of a candidate's personal development will include consideration of a recognition of training needs; plans for self-development; and the progress made in efforts toward self-development.

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